

River Explorer

A Project of Ohio River Foundation

Scheduling Application Instructions **For all Teachers and Group Leaders**

How to sign up for a Trip:

Please fill out and submit a Scheduling Application to reserve a date for your field trip today. Without the scheduling application, date(s) cannot be “confirmed” or reserved.

1. Group Information: To expedite the scheduling of your trip(s), we need all of the information requested on the form.
2. Location: Please select a trip location. If you do not select one, our field staff will select one with you after the trip date is booked.
3. Elective Stations: Circle an elective choice. If you do not select an elective, our field staff will select one for you after the trip is booked.
4. Date(s): Please be flexible about the date of your trip(s). On the application, please indicate several preferred dates. We will make every effort to accommodate your preferences.
5. Group Size: Depending upon the site there are limits on group size (i.e., Sharon Woods = 60) that can be accommodated. However, the maximum size we can handle is 120 students, which can only be accommodated at certain sites (i.e. Nisbet Park, Highbanks, and Sycamore Park).

If you are unable to download the application from our website or submit the application on-line (www.ohioriverfdn.org), you may request an application by contacting us at:

Ohio River Foundation
RE Coordinator
P.O. Box 42460
Cincinnati, OH 45242

Phone: 513-460-3365
Fax: 513-469-6755
Email: educator@ohioriverfdn.org

RIVER EXPLORER learning stations are currently designed for 4th-12th grade classes. Our 4th-9th grade program meets state curriculum requirements for Ohio, Kentucky & Indiana.